

# Minutes

Staff Council Meeting  
September 14, 2010  
2:00 p.m.  
SH 402

Type of meeting:	Regular 2010-2011 Staff Council Meeting
Facilitators:	Tim Wolf President; Rhonda Redfearn, President-Elect
Note taker:	Gail Orlando; Staff Council Secretary
Attendees:	Special Guest: None

## Agenda Topics

### **I. Call to Order**

Meeting was called to order at 2:00 p.m.

### **II. Reading and Approval of Minutes**

August 10, 2010, minutes were nominated for approval by Sharon Masten and seconded by Carlos Gallardo; approved as written.

#### **Treasurer's Report**

Anne Downing pulled the final budget from last year and we had a \$1.11 balance. Tim Wolf announced that Staff Council has the full \$4,000.00 in this year's budget.

### **III. Standing Committees Reports**

#### **A. Executive Committee**

None.

#### **B. Communications Committee**

See below.

#### **C. Human Resources**

None

#### **D. Membership and Elections Committee**

None

#### **E. Professional Development Committee**

None

#### **F. Rewards and Recognition Committee**

Harry Winn and Tim Wolf working on the digitized Pioneer Proud form.

#### IV. Old Business

Inventory: Harry Winn and Tim Wolf working on digitizing the inventory to put on SharePoint.

Provost Selection Committee: Bob Mabry reported that the committee was at the last half of the search and selected candidates were coming to campus for interviews.

Smoking Policy – Rhonda Redfearn to get an update on Smoking Policy as to whether Staff Council involvement would still be needed.

Website update – Gail Orlando reported that the website had been updated with new members, new Executive Committee, new committee assignments, and Wellness Proposal.

Staff Resource Guide – Gail Orlando reported that they are working on the final draft of the Staff Resource Guide.

A/C and Heating Issues – Rhonda Redfearn contacted Ron Tarbuton who said that the A/C and heating is to be no higher than 85 degrees and no lower than 55 degrees in university buildings and that there are sensors that keep it regulated. Ron Tarbuton also said that working in hot conditions is part of maintenance's job description as it is for landscapers. This is a university policy.

#### V. New Business/Announcements

Committee Assignments – the 2010-2011 committee assignments were handed out and approved by unanimous vote. The committees are as follows:

Professional Development

Rhonda Redfearn – Chair  
Stephanie Andrus-Jackson  
Angela Cagle  
Allison Mabry  
Cindy Sansom

Human Resources Committee

Tammy McDaniel - Chair  
Linda Mills  
Sarah Alexander  
Karen Long

Communications Committee

Gail Orlando, Chair  
Carlos Gallardo  
Bob Mabry

Rewards Committee

Harry Winn, Chair  
Paula Tanner  
Sharon Masten  
Karen Garcia  
Melissa Ozuna  
Lori Richman  
Laura Huntsberry

Membership Committee

Cheryl Holcome, Chair  
Kerry Carroll, Jr.

Planning for Fall Staff Development Day - . Tim Wolf said that the Human Resource Staff Development Day would be November 19<sup>th</sup> and Staff Council involvement would be minimal.

Anne Downing reported on the Chancellor's initiatives committees:

- October is Global Awareness Month which will be student oriented
- The Global Connections committee would be issuing a Global Perspectives survey to students.
- The Power of the Healthy Woman Symposium is Saturday, September 25<sup>th</sup>

Sharon Masten asked if Staff Council would like to donate a basket for SECC auction in October. Council decided the theme to be wellness. Anne Downing passed out a signup sheet as well as Sharon Masten is going to send out an email to sign up for donations such as weights, healthy cookbooks, etc. Cindy Sansom to help with the project.

**VI. Guests**

None.

**Meeting adjourned at 3:00 p.m.**

Next meeting: October 12, 2010 at 2:00 p.m., in Stoddard Hall – 402